

**FEDERAL AVIATION ADMINISTRATION
REGIONS AND CENTER OPERATIONS
WASHINGTON FLIGHT PROGRAM GROUP
PERFORMANCE WORK STATEMENT
February 23, 2010**

DRAFT

1.0 GENERAL

This Performance Work Statement (PWS) describes Flight Planning Services required by Regions and Center Operations, Washington Flight Program Group, in support of the Government requirements serviced by the following office(s):

- Federal Aviation Administration (FAA), Regions and Center Operations, Washington Flight Program Group, ARC-60

1.1 PERFORMANCE PERIOD: For one year beginning October 1, 2009 and four one-year options.

1.2 SCOPE OF WORK: The contract shall provide for domestic and international flight-planning service unlimited “what if” flight plan filing, unlimited textual and graphical weather, unlimited Notices to Airmen (NOTAMs) and North Atlantic Track (NAT) reports. The services must include 24 hours a day, 7 days a week flight planning assistance, technical support, international administrative and operational support services upon request.

- 1.2.1 FAA Regions and Center Operations, Washington Flight Program Group, (ARC-60) is responsible for handling arrangements, diplomatic permits, flight plans/analysis and miscellaneous services in support of FAA aircraft and provide aircraft services to other Government entities. Currently, ARC-60 provides aviation support for senior government officials including the Secretary of Transportation, the FAA Administrator and Deputy Administrator, the Federal Emergency Management Agency, Presidential Cabinet members, members of Congress, and other federal government organizations. ARC-60 will require approximately 150 international flight plans per year.
- 1.2.2 Contract will provide for international flight planning, weather, NOTAMS, overflight and landing clearances, slots, ground handling (including servicing, parking, and security, as required), crew ground transportation and crew lodging for international operations.
- 1.2.3 The flight planning will support three aircraft from the FAA Washington Flight Program Group. The composition of aircraft is subject to change, based upon additions to the FAA Washington Flight Program Group and other government entities that ARC-60 may support.

The government reserves the right to revise the composition based upon FAA expanded services for various aircraft. The current composition of aircraft are identified as follows:

- One (1) Gulfstream G-IV aircraft
- Two (2) Cessna Citation 560XL aircraft

2.0 DEFINITION OF TERMS: A list of acronyms is provided as Attachment 1.

3.0 REGULATIONS: All services must comply with the Federal Aviation Regulations (FARs).

4.0 CONTRACTOR FURNISHED RESPONSIBILITIES: The Contractor shall provide qualified personnel, facilities, related equipment, supplies, and services necessary for performance of this PWS.

5.0 PERFORMANCE OF SERVICES: The Contractor shall provide a flight-planning system, technical support for flight planning assistance, international administrative and operational support services, ground handling support, and administration/reporting. The support services shall be available for use by the FAA Washington Flight Program Group. The government will provide the contractor with the aircraft characteristics, operational data, and technical data as necessary for performance of requirements described in this PWS.

5.1 Flight Planning Interface: The flight-planning system must provide the following:

- a. On demand accessibility via telephone, fax, e-mail and AFIS communication/datalink.
- b. Unlimited access to worldwide current and forecasted weather, temperature, and winds for all altitudes in both graphic and text formats. When current information is not available, provide wind and temperature information from the last 24 hours.
- c. Performance models customized for each aircraft type listed herein with the capability to bias for those aircraft's performance variances.
- d. Database to store information on regularly flown trips and special routes.
- e. Extended Twin Engine Operations (ETOPS), drift down and enroute reclearance information, and Equal Time Points.
- f. Messaging system that provides the ability to attach a message to a flight plan or weather briefing.
- g. Ability to either select a) the most advantageous route and altitude

designed for the fastest flight or lowest fuel consumption or b) a user defined flight plan.

5.1.2 The flight plans shall provide the following flight plan outputs as a minimum:

- a. Date and time plan was computed
- b. Aircraft tail or registration number
- c. Aircraft performance scheduled used
- d. Point of arrival (POA), point of departure (POD), and selected alternate(s)
- e. Estimated time of departure
- f. Fuel burn, time and distance to arrival airport, and estimated time of arrival (ETA)
- g. Take off alternate and distance from POD
- h. Alternate fuel burn and time
- i. Taxi out fuel
- j. Extra fuel and time
- k. Total fuel and time
- l. Maximum allowable take-off weight (TOW), estimated TOW, estimated landing weight, basic operating weight (BOW), and payload
- m. Filed route and altitude
- n. Forecast winds and temperature aloft
- o. Waypoint flight plans capabilities that include the following:
 - Facility identifier and frequency and / or Latitude (LAT) / Longitude (LONG)
 - Flight level
 - Wind, temperature
 - True airspeed / ground speed
 - Magnetic course / true course
 - Leg distance and time
 - Remaining distance and time
 - Fuel flow, fuel used, and fuel remaining
 - Ability to file a domestic / international flight plans with all FAA ATC Centers and ICAO Centers
- p. The output shall include weather information consisting of the following:
 - Aviation Routine Weather Report (METAR), Terminal Aerodrome Forecasts (TAF), NOTAM, FDC NOTAM, Temporary Flight Restrictions (TFR's), Pilot Reports (PIREPS) for POD, POA, Alternate, Takeoff Alternate
 - En route weather: All sigmets, airmets, convective sigmets, convective forecasts and advisories, regional freezing levels, PIREPS

ATC Weather Advisories
En route winds aloft

- 5.1.3 Support Services: The Contractor shall provide flight-planning assistance 24 hours a day, 7 days a week, with an immediate response time. Government access to (unlimited) flight planning assistance shall be identified in the service agreement. The services must maintain consistent availability.
- 5.1.4 International Administrative and Operational Support Services: The required services shall include facilitating fuel, aircraft services, foreign government clearance requirements, and ground handling support on behalf of the Washington Flight Program Group international locations upon request. This includes ground transportation, lodging and security as needed. Due to the nature of the Washington Flight Program Group operation, a premium is placed upon the ability to provide a vetted ground handling agent at the maximum numbers of international locations, including remote areas such as sub-Saharan Africa, Eastern Europe, Third World Countries, developing nations and the like.
- 6.0 **INVOICING:** Any request for support services, or expenses incurred in support of the Flight Planning services shall be charged in accordance with the contract provisions. The Contractor shall submit billing information as support for the payment invoice. Acceptance and payment is contingent upon FAA receipt of acceptable service and the respective acceptable invoice.
- 7.0 **CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR):** The Contracting Officer may delegate a representative in writing who will coordinate with the contractor for performance of the services. The COTR does not possess authority to change the provisions of terms of the contract, or otherwise commit the Government. The COTR is not authorized to make changes that affect cost, schedule, or scope of work. The Contracting Officer (CO) is the only individual authorized to make these changes.

DEFINITION OF TERMS

AFIS	Aircraft Flight Information System
ARC	Regions and Center Operations
ATC	Air Traffic Control
BOW	Basic Operating Weight
COTR	Contracting Officer's Technical Representative
ETA	Estimated Time of Arrival
ETOPS	Extended Twin Engine Operations
FAA	Federal Aviation Administration
ICAO	International Civil Aviation Organization
NAT	North Atlantic Track
NOTAMs	Notice to Airmen
PIREPS	Pilot Reports
POA	Point of Arrival
POD	Point of Departure
PWS	Performance Work Statement
TOW	Take-off Weight

ATTACHMENT 1